



TOWN OF TEWKSBURY COMMUNITY PRESERVATION COMMITTEE

Meeting Minutes January 14, 2015

The meeting was called to order at 6:00 p.m. by Nancy Reed, Chair, at the Pike House (temporary town hall). Present were Thomas Churchill, James Wentworth, and Richard Montuori. Also present was Steve Sadwick, Director of Community Development, and Melissa Johnson, Recording Secretary.

Steve Deackoff and Christina Nawn were not in attendance.

1) Two Proposals for May Town Meeting 2015:

a. 379 Pleasant Street – Marshall House Preservation Restriction

Present was Bill Wyatt, Chairman of the Historical Commission. Mrs. Reed explained that the hope is that the appraisal will be completed in time to have a firm number for the town meeting warrant article. Mr. Wyatt has been working with Marc Ginsburg, property owner, and Sara Chase on determining the restrictions, etc. Mr. Wyatt explained that the preservation restriction must be completed prior to the appraisal being done and Ms. Chase's final report is needed in order for the preservation to be complete. Approval must then be granted on the final restriction by Mass Historical. Mr. Sadwick suggested a larger amount be put in place and then reduced in the event the appraisal is not done in time. The deadline to submit an article for town meeting is February 27, 2015. Mr. Wentworth suggested notifying the parties of the deadline date.

Mrs. Reed explained that last year \$5,000 of administrative money was set aside for the appraisal and noted that the cost of Ms. Chase's services to date is approximately \$1,500 - \$2,000. Mr. Wyatt noted that the two appraisers he spoke to last year were estimated in the \$4,000 - \$5,000 range. Mrs. Reed suggested setting aside an additional \$2,000 of administrative funds for the appraisal. Mr. Wyatt explained that there have also been discussions on hiring a professional photographer and CPA funds will also be sought for this. It was the consensus to set aside an additional \$3,000 to cover the appraisal and photographer. Mr. Wentworth expressed concerns with allocating \$1,000 for photography services and cautioned against spending the whole allocation amount just because the funds are there.

MOTION: Mr. Churchill made the motion to allocate an additional \$3,000.00 from the administrative fund for the Marshall House Preservation Restriction Appraisal; seconded by Mr. Montuori and the motion carried 4-0.

Discussion took place on whether the Committee would like to designate an amount for the warrant article. Mr. Wyatt requested the original paperwork from last year be provided to him for review. Mrs. Reed explained that if the project comes in lower than the amount projected a vote would not be needed; however, if it comes in higher a vote would be required to amend the amount. Mrs. Reed noted that the dollar amount is the only item that can be adjusted within the article. Mr. Wentworth suggested setting a deadline for the information to be submitted and suggested February 15, 2015 as a possible deadline. Mrs. Reed noted that the deadline would have to be before February 15, 2015 as it would still need to be sent to an appraiser to determine a value on the restriction. Mr. Montuori will contact Ms. Chase to inquire as to the status of her report and to see if she has any recommendations for appraisers.

Mr. Montuori requested Mr. Wyatt update the Historical Commission as to the status of this project.

b. Tewksbury Rail Trails, Title Search and Consultant Application

Present was Peter Miller of Tewksbury Rail Trails. Mr. Miller noted that the warrant article at this point is open ended as the final report from Fay, Spofford, & Thorndike (FST) will not be received until the middle of February. Once the final report has been received, the language will be added to the warrant article. Mr. Miller explained that FST has stated that the next step is to perform a title search on a section of the right of way. This will require a specialist and FST can recommend one, or more, of the groups as they have a list of organizations they have worked with on this. Mr. Miller noted that a line item has been included for this.

Mrs. Reed noted that the request is for \$45,000 from the Open Space Reserve.

Mr. Sadwick discussed the use table for funds and explained that certain uses are allowed under each of the four categories: housing, open space, recreation, and historic. Mr. Sadwick asked if the Committee feels this qualifies under one of those uses. Mrs. Reed noted that the use would be the same as was originally submitted for the study and explained that it would be to acquire open space. It was the consensus of the members present that the application is eligible for the funds.

Mr. Wyatt requested a copy of a map of the trail to review and Mr. Montuori provided a larger copy to the members. Discussion took place on some of the obstacles that occur with this project and Mr. Miller noted that there are three railroad tracks owned by different companies at different times and some of it has been abandoned for over 90 years. Mr. Wyatt discussed some of the issues he is aware of that could potentially arise including his belief that a development was constructed in the right of way.

MOTION: Mr. Wentworth made the motion to approve the Tewksbury Rail Trails application for consulting work, title search, and others for FY2016 as proposed in the amount of \$45,000.00 from the Open Space and Recreation funds; seconded by Mr. Churchill and the motion carried 4-0.

2) Administrative Support for the CPC, funding with CPA Administrative Funds

There was nothing to report on this agenda item.

3) New Business/Old Business

Mrs. Reed requested the estimated surcharge for the budget article and noted that she can also just increase last year's amount by 2.5%. Mr. Montuori noted that he will obtain this information.

4) Next meeting

The next meeting is scheduled for Tuesday, January 20, 2015 at 7:00 p.m. at the Pike House.

Adjournment

MOTION: Mr. Wentworth made the motion to adjourn; seconded by Mr. Churchill and the motion carried 4-0.

Approved: 2/25/15

***List of documents for 1/14/15 Agenda
Documents can be located at the Community Development Office***

1. Two Proposals for May Town Meeting 2015:
 - a. 379 Pleasant St.—Marshall House Preservation Restriction
 - Marshall House PR Draft2.
 - Project Information Summary Form
 - Project Information
 - Marshall House Plot plan
 - Form B Building – Historical Commission
 - b. Tewksbury Rail Trails, Title Search and Consultant Application
 - Project Information Summary Form.
2. Administrative Support for the CPC, funding with CPA Administrative Funds